

# JACOBS ENGINEERING GROUP INC.

Contract No. DACA85-95D-0018  
Project: Annette Island 05M314

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Confirmation of:	<input type="checkbox"/> Conference	Date Held: 15 Apr 99 8:00 am (Alaska)
	<input type="checkbox"/> Teleconference	Date Issued: 27 Apr 99
	<input type="checkbox"/> Other:	Recorded By: Lyn Dokoozian
		Place: Metlakatla, Alaska
Subject: Annette Island MOU Work Group Meeting		

Participant	Organization	Phone
Abadie, William	U.S. Army Engineer District-Alaska	907-753-2736
Boynton, June	Bureau of Indian Affairs	503-231-6749
Carr, Tess	Jacobs Engineering Group	907-563-3322
Dokoozian, Lyn	Jacobs Engineering Group	907-563-3322
Elconin, Andrea	U.S. Army Engineer District-Alaska	907-753-2893
Fawcett, Arthur	Metlakatla Indian Community Environmental	907-886-4200
Gillihan, Heather	U.S. Army Engineer District-Alaska	907-753-5656
James, Chuck	Bureau of Indian Affairs	503-231-6229
Jean, Lucy	Federal Aviation Administration/JALCO	907-271-5225
Renk, Russ	Federal Aviation Administration/NISC	907-271-3294

## MEETING MINUTES

Action Required By	Item
	<p>This was a special meeting of the MOU Work Group. The following agenda was presented:</p> <ul style="list-style-type: none"><li>1.0 Introduction</li><li>2.0 Status of ERAC Meeting</li><li>3.0 Feedback and Comments from 14 Apr 99 Health Fair Outreach</li><li>4.0 Status of Action Items</li><li>5.0 USAED/FAA Work Plans</li><li>6.0 MIC Asbestos Abatement</li><li>7.0 Date of Next MOU Work Group/ERAC Meetings</li></ul>
1.0	<p><b>Introduction</b></p> <p>Dokoozian introduced Tess Carr, who is a technical person on the Jacobs team.</p> <p><b>Action:</b></p> <p>None.</p>

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Jacobs	<b>2.0</b>	<p><b>Status of ERAC Meeting</b></p> <p>An ERAC Meeting will be held at 1:00 pm. The group discussed how often to hold ERAC Meetings and the procedure for setting agendas. Renk stated the structure for the flow of information: the MOU presents issues to the ERAC, who presents them to the MIC Council with recommendations. The MIC then takes action, either passing or rejecting issues. The decision was made to keep track of MOU issues that will need to be resolved by ERAC and MIC, and pass those issues on at the afternoon ERAC meeting.</p> <p><b>Action:</b></p> <p>Track which issues need to be presented at the ERAC Meeting.</p>
	<b>3.0</b>	<p><b>Feedback and Comments from 14 Apr 99 Health Fair</b></p> <p>Fawcett said the Health Fair went well, and it is a good way to interface with the community and disseminate information because the kids pass information on to their parents.</p> <p><b>Action:</b></p> <p>None.</p>
Abadie	<b>4.0</b>	<p><b>Status of Action Items</b></p> <p>A list of 27 action items was distributed, and the status of each item was discussed. The list is reproduced below; each item is followed by its current status and the action required.</p>
Beauchamp	1	<p>Finalize FONSI and obtain approval signatures. <b>Status:</b> Abadie received a fax regarding coastal zone issues, which need to be resolved in order to do the FONSI. He should have the FONSI signed by the end of Apr 99. This includes asbestos abatement, but he is still working SHPO issues with Georgie Reynolds (USAED) and Chuck James (BIA). <b>Action:</b> Abadie will finalize the FONSI by the end of Apr 99.</p>
MOU Work Group.	2	<p>Provide Deering with expected delivery date for HLA/Wilder UST Closure Report. <b>Status:</b> Gillihan said it is expected in three weeks. The report will state whether any remaining contamination needs to be addressed prior to revegetation and address USCG tanks and pipelines.</p>
FAA	3	<p>Members need to identify agreeable procedure for revealing the potential lead agency column. <b>Status:</b> Tabled until the end of the meeting.</p>
	4	<p>Determine whether the airport towers can be reused. <b>Status:</b> Renk said FAA determined that the towers cannot be reused because new towers must be breakable. MIC has been questioned as to whether they want to use the towers for another purpose, and the FAA needs a letter from the mayor authorizing removal or reuse. There are about 30 lighting towers and another 30 communication towers. FAA awaiting response from MIC. <b>Action:</b> MIC shall respond to FAA's request for resolution of the towers issue.</p>

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FAA	5	<p>Prepare scope of work for “site preparation” to be provided to MIC (estimate due date 12 Mar 99). <b>Status:</b> FAA (Jean?) said the SOW is scheduled to be complete by 9 May 99. The latest draft is dated 9 Apr 99, and the FAA will send a copy to Jacobs. Work should begin 15 May 99. Renk said the SOW will include removing 15 tanks and contaminated soil. FAA sent letters to MIC and Chevron asking who owns the tanks; other owners may include BIA and State of Alaska. FAA will pull the tanks and ask for reimbursement from the owners, if any come forward. The tanks (mostly ASTs) will be pulled between Aug and Sep 99. FAA will bring in a drill rig for boring soil around the hangar area and will need to coordinate with ERAC and BIA to define a custodial role for these sites. <b>Actions:</b> FAA will provide the draft SOW to Jacobs and finalize the SOW by 9 May 99. MIC needs to indicate whether they have any interest in the tanks. FAA will help define a custodial role for these sites.</p> <p>The group also discussed overflowing drums, a pipeline that is leaking fuel, and USCG’s involvement in the cleanup. POL contamination is visible on the beach, and cockles and clams from the beach are a concern due to potential contamination. Soil sampling will take place this summer. Seven 10,000-gallon Army ASTs are on one side of the Tamgas Dock beach, and FAA has claimed four tanks on the other side; they will work together to investigate these tanks.</p>
Gunyah	6	<p>Coordinate loan of equipment (backhoe and dump truck) for chipping services. <b>Status:</b> Gunyah was not present at this conference, so this is still an MIC action item. The group discussed cutting logs into firewood, uses for chipped wood, burning locations, and the “brushing and leaving” option. The pipeline corridors will also need brushing. The hospital area is of concern as a chipping site; James and Reynolds would like to provide input on the chipping/brushing issue at this site. <b>Action:</b> Gunyah still needs to report on equipment availability. MIC also to respond re. preferred wood handling options.</p>
Jacobs	7	<p>Compose brushing permit request letter. <b>Status:</b> Has not been done. <b>Action:</b> Jacobs will prepare a letter addressing USAED sites. Will keep consistent with the proposed FAA brushing approach.</p>
Jacobs	8	<p>Identify contractor working on the sewer project starting in May 99 (possible contractor for USAED construction work). <b>Status:</b> Unknown. <b>Action:</b> Jacobs will follow up with Benson for this information. It was reported that the work (blasting for an ocean outfall, at low tide) will begin this weekend.</p>
MIC	9	<p>Respond to USAED (Abadie) 10 Feb 99 letter to Mayor Gilmartin regarding review of the environmental assessment and whether it complies with MIC requirements for coastal zone management. <b>Status:</b> USAED has received a response (see Action Item 1).</p>
MIC	10	<p>Provide input to USAED (Abadie) regarding environmental resource issues; i.e., bald eagle nests, crossing Colby Creek (at hospital area). <b>Status:</b> Benson provided information to Abadie about bald eagle nests, including site locations. Fish &amp; Wildlife (Jeff Moran is the contact) prefers equipment to stay 100 yards away during nesting season (Apr to Jul) to avoid noise disturbance. Foot traffic is not a problem. Bald eagles are not listed as threatened in Alaska but are protected under the Eagle Protection Act.</p>

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		Crossing Colby Creek has not been addressed yet. Pinks are the main salmon species, but Silvers and Chums may also spawn there. <b>Action:</b> Benson will provide information about crossing Colby Creek.
MIC	11	Prepare Revegetation and Forestry Plan. Distribute. <b>Status:</b> Incomplete.
MIC	12	Finalize groundwater cleanup standards; approve/authorize by EPA. <b>Status:</b> MIC passed the standards, but they still need to be approved by EPA. FAA has a letter from EPA that explains the need to meet State of Alaska limits and MIC limits; however, FAA has not seen the complete final copy of MIC standards. In addition, some MIC cleanup standards may be lower than detection limits. The group discussed the primacy of EPA, State, and MIC land regulations and compliance with the most stringent. Wally Moon is a contact with the Seattle EPA UST program. <b>Action:</b> MIC will provide FAA and the other agencies with a complete set of regulations. Each agency will review the regulations and identify any concerns, calling EPA if necessary. Then MOU will regroup and discuss their findings on cleanup levels, exemptions, and enforcement/approval of standards.
MIC	13	Provide documentation of MIC's response to or actions taken regarding 19 Oct 98 letter. <b>Status:</b> FAA is still waiting for a response to their letter.
MIC	14	Obtain signed response from Mayor Gilmartin to 22 Feb 99 letter. <b>Status:</b> FAA is still waiting on a response to their letter.
MIC	15	Designated POC to "sign off" on sites after cleanup work is completed. FAA needs a way of documenting MIC acceptance of the work at sites (after which, no responsibility for later contamination or other degradation will be accepted). <b>Status:</b> The group discussed who can prepare and sign a closure document. Renk said EPA and MIC should both sign off, but the State does not need to sign off. Boynton said the BIA (Gunyah) should also sign off. Renk said EPA Alaska agreed to provide an SPOC to funnel issues through; this person would forward closure documents to the appropriate person for signature. This person should also be included in MOU meetings. <b>Actions:</b> Ask ERAC who they would recommend to sign site closure documents. Pursue EPA's offer of an SPOC.
MIC	16	Designate alternate for Benson when he is not available. <b>Status:</b> Unknown; address at afternoon ERAC meeting.
MIC	17	Status of MIC responses (already discussed in other items). <b>Status:</b> Unknown.
MIC	18	Provide a full set of compliance regulations (i.e., local, state and federal). <b>Status:</b> Discussed at Action Item 12.
MIC	19	Provide official documented mechanism required to obtain a variance from MIC cleanup standards. <b>Status:</b> The group agreed that documentation will be prepared whenever a variance occurs. Standardized variances are not yet determined.
MIC	20	Describe the role and relationship of Ridolfi Engineers to MIC. <b>Status:</b> Unknown.
MOU Work Group	21	Agree on debris staging areas in the quarry. Mark up drawing provided by Ridolfi and obtain consent, as necessary. <b>Status:</b> Dokoozian reported that MIC approved the debris staging area. MIC wants to retain part of the quarry for MIC materials. Ridolfi provided a CAD drawing of the quarry.

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		<p>The group discussed the amount of room needed at the quarry by each agency and the types of wastes. The wastes should be segregated by agency, but economies of scale also need to be considered. Metals and soils are two main issues. Renk said different quality metals can be mixed to be accepted for free by disposal facilities. He said FAA is taking a long-term view on stockpiling—perhaps ten years. That way, clean stockpiled metal can be shipped offsite as the opportunity arises (i.e., empty barges returning to Seattle). Coordination with the community must be done so wastes do not get mixed, signs should be posted, and enforcement action should be executed. Abadie said there is a problem with USAED funding mechanisms for long-term stockpiling. Fencing types were also discussed. <b>Action:</b> Waste management and signage will be discussed with ERAC. MOU Work Group will visit the quarry site after the ERAC Meeting.</p>
MOU Work Group	22	<p>Clarify role of a local liaison (BIA offered to assist). <b>Status:</b> Gunyah will be the designated authority for BIA, in cooperation with Boynton and James. He will provide information about future ERAC meetings, issues and problems and will interface with MIC.</p>
MOU Work Group	23	<p>Identify methods for stimulating community interest in and education about cleanup work. <b>Status:</b> The group discussed providing articles for the local monthly newspaper. The deadline for the next issue is 23 Apr 99; Kelly Blandov is the contact at MIC Council Chambers. MOU articles will target specific issues, such as the quarry site, and upcoming work or events. The group decided that each agency will provide brief input. MIC began submitting articles last month. Dokoozian also explained the Community Relations Program, including interviews with residents, writing the Community Relations Plan, and presenting it to the community. Jean said the FAA does not have a budget for this work. <b>Actions:</b> Fawcett will acquire copies of the newspaper and distribute them to MOU WorkGroup. Jacobs will serve as SPOC to compile articles, route them to agencies and USAED for review, and submit them to the newspaper. Agencies shall submit article information by 20 Apr 99. Jacobs will compile the first article by 21 Apr 99, route it for review, and submit it to the paper by 23 Apr 99. Articles will include next month's activities, a photo, contact numbers, and where to get further information. The MOU will discuss this issue at the ERAC Meeting.</p>
MOU Work Group	24	<p>Designate teleconference and meeting facilitator and alternate. FAA nominates Beauchamp. <b>Status:</b> Jacobs has been performing this role. Elconin will begin facilitating the meetings; her alternate will be Beyette. The group discussed whether to alternate MOU and ERAC meeting formats and locations (i.e., alternating between Anchorage and Metlakatla). James will be an MOU participant at meetings involving cultural and archeological issues. <b>Action:</b> Elconin will facilitate the meetings. The date of the next MOU meeting will be added as an agenda item.</p>
USAED	25	<p>Provide status and expected date of completion of SHPO effort. <b>Status:</b> Except for a few problem sites, Abadie expects to have most SHPO clearance for FAA and USAED sites by 31 May 99.</p>
USCG	26	<p>Determine whether USCG will sign MOU. This determination will facilitate progress for other agencies involved in the cleanup work. <b>Status:</b> Unknown (USCG was not present at this conference). <b>Action:</b> Renk will follow up on this.</p>

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USCG	27	As USCG discussed, consider Tamgas Harbor warning signs regarding contamination and potentially affected marine life. <b>Status:</b> This will be addressed at the ERAC Meeting. The group also discussed which items from the above list will be addressed at the ERAC Meeting.
Jacobs	<b>5.0</b>	<p><b>USAED/FAA Work Plans</b></p> <p>Boynton and Gunyah were sent copies of the USAED Work Plan, but Boynton has not received her copy; she will check again. Because Benson will be out of town 7 May 99, the review conference was rescheduled for 10 May 99. Jacobs will set the time and place for the teleconference. Participants will be USAED, FAA, BIA, Ridolfi, MIC, and EPA.</p> <p>The closing date for comments is 29 Apr 99; few have been received. Jacobs will prepare responses to comments a few days in advance of the teleconference.</p> <p><b>Action:</b></p> <p>Set time and place for 10 May 99 review teleconference. Notify Ridolfi and EPA. Prepare responses to comments in advance of the teleconference.</p>
Abadie	<b>6.0</b>	<p><b>MIC Asbestos Abatement</b></p> <p>This agenda item was contributed by Ridolfi, who could not attend. Abadie said a couple sites present cultural resource concerns. Fawcett said the contract was awarded, and work will begin on 1 May 99. Abadie will discuss this with Reynolds as an agenda item.</p> <p><b>Action:</b></p> <p>Discuss asbestos abatement with Reynolds.</p>
Jacobs	<b>7.0</b>	<p><b>Date of Next MOU Work Group/ERAC Meetings</b></p> <p>Garth Beyette would like to meet in Anchorage and fly Benson up for MOU meetings. Setting the date for the next meetings was tabled until the ERAC meeting. The group discussed the value of meeting in Annette to see what is going on firsthand.</p> <p><b>Action:</b> The agenda for the next meeting will be e-mailed to participants on 26 Apr 99.</p>
		The conference adjourned at 11:45 am (Alaska).